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TO : Director of Training

DATE: 18 August 1955

FROM : Chief, PPS

SUBJECT: Weekly Activity Report No. 33
9 - 16 August 1955

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I. SIGNIFICANT ITEMS

A. Criteria of Agency Sponsorship of External Training: A proposed draft of a CIA Notice, subject as above, was completed and approved for transmittal to the DD/S for promulgation. This Notice will clarify the responsibilities of the Agency for providing training at external facilities at Agency expense and the responsibility of the individual in furthering his education and competence in the specialized field which was the basis for his recruitment by the Agency. The Notice is designed to remain in effect pending the revision of CIA [] which will include among other things provisions of this Notice.

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B. DD/P Materiel Board: On 15 August the Executive Group of the DD/P Materiel Board disposed of eight items on the agenda. In all but one case the Executive Group accepted the recommendations of the Working Group concerned. In the excepted case, the Executive Group adopted a revised recommendation submitted by the Office of Logistics member. Each of the items under consideration involved research and development of devices which do not affect changes in policies, plans, and programs of the clandestine services. None of them involved action in the foreseeable future by the Office of Training.

II. OTHER ITEMSA. DD/I Training Liaison Officers Meeting - 16 August 1955

1. ORR Briefing of OTR: DD/I Training Liaison Officers were told about the special briefing ORR had arranged for OTR. They were asked to comment on the possibility that each of the other DD/I Offices would conduct a similar briefing for the Office of Training. The reaction of the Training Officers was generally favorable. OTR agreed that David [] would query Staff and School Chiefs in OTR and call upon each Training Liaison Officer to discuss the substance of such a briefing, its duration, and a time mutually convenient.

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2. Clerical Training: Mrs. [] Basic School, proposed an extension of the Clerical Refresher course from three to four weeks to enable the students to consolidate newly acquired skills. The TLO's agreed that the

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week extension would be beneficial. She further queried the Training Officers on requirements for the professional typing course, specifically requesting their recommendations on offering the course during duty hours. It was concluded that they would check in their respective offices. The view was expressed that the interest in the course justified offering it during working hours.

3. Management and Supervisory Training: Mr. [] of the Basic School requested that Training Officers consider the Basic Supervisory and Basic Management courses and provide him with information on the following points: a) whether or not the Offices would prefer to have the course last one full week or maintain the regular schedule of two weeks, half-day; b) whether or not the course should be offered at [] on a full-time, one-week basis, or in the offices at Headquarters; c) what should be done about future training in this course, i.e., should an advanced training course be offered or should a refresher or review course be offered; d) whether or not the forty hours allotted to presenting this course is adequate. It was agreed that this subject would be placed on the agenda for the September meeting.

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4. The Intelligence Principles and Methods Course: [] expressed the views of the Intelligence School staff regarding modifications to the Intelligence Principles and Methods course. He pointed out that the diversity of the group and the range of interest and ability among the students made it difficult for the Intelligence School to design and conduct a course which would meet this wide range of interests and requirements. He sought the advice and suggestions from DD/I components as to ways and means of improving the techniques in presenting the course. He pointed out that on-the-job experience between the Basic Orientation course and the Intelligence Principles and Methods course was generally desirable provided that personnel in DD/I were systematically "fed back" into IPM after a reasonable period of time so that their opportunity for IPM training was not forfeited. He further noted that only four students had enrolled in the Intelligence Writing course as of 16 August. The TIO's were reluctant to cancel the course since they were working to secure additional enrollments from their respective offices. It was finally agreed that the Registrar would accept enrollments through the close of business, 17 August, but that, if no more than four candidates were enrolled, the course would be cancelled. The general view was expressed that lack of enrollment was due primarily to the annual vacation peak load during this period. [] also suggested that Office seminars, meeting two afternoons a week to discuss specific intelligence problems, might prove valuable for experienced professionals.

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B. Clandestine Services Planning Board Support Committee: The Chairman, CSPB Support Committee, has called a meeting for 19 August 1955 for the purpose of considering the approved draft of the instructions for the preparation of the Country Appendices to the Clandestine Services General Plan - Cold War. At this meeting the Committee will be advised as to the relationship between the support planners, the country planners, and the chiefs of administration of the senior staffs and divisions of DD/P in coordinating support planning with operational planning.

C. The Role of CIA in PW in Active Theatres of War: The Chairman, CSPB Support Committee, transmitted [] subject as above. Copies of this regulation are being sent to the School Chiefs concerned. The regulation enunciates staff responsibilities, provides definitions of PW, covert PW and UW, identifies the types of PW operations, and specifies the general mission and responsibility of the Agency for its wartime role and its peacetime preparations.

D. Failure of German Intelligence in the U.S., 1935-45: An order has been placed for the June 1955 issue of The Mississippi Valley Historical Review which contains an article entitled "Failure of German Intelligence in the U.S. 1935-45" by Hans L. Trefousse. According to the recent issue of the "Instructor's Guide to Current References" put out by the OTR Library, this article points out the lack of, or deficiencies in training which contributed to this failure.

E. Office of Basic Intelligence Requests Assignment of JOT's: [] at the request of [], DAD/BI, visited the Office of Basic Intelligence on 15 August 1955 to discuss the assignment of JOT's to the National Intelligence Survey program. [] AD/BI, outlined their needs and what they would do with JOT's assigned to OBI. They requested that two be assigned for at least a year's tour of duty. [] and Mr. [] on a tour of the Office and explained the methods and procedures used in the production of the NIS.

[] emphasized the need for placing the JOT's in positions that will ensure their staying with the Agency, that is, positions which will give them room to develop and which will stimulate and interest them. He said that at present he has only a limited number of JOT's. He expects to get some new ones on board soon and would keep OBI's request in mind.

F. Five-Year Presentation, OTR Development: Mr. [] has now discussed methods of compiling the Five-Year Presentation with most of the School and Staff Chiefs. He will begin intensive work on the document after his return from []

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